Governor's Office Facts – FY '12

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Iowa Department of Administrative Services
DAS
Human Resources Enterprise

General Information

Address:	State Capitol Building
	Des Moines, IA 50319

Workforce Data   (unless otherwise noted, information provided is at the end of FY '12)

# FT EEs: 33	# PT EEs: 0	# Temporary EEs: 1	Average Length of Service: 5.19

Span of Control: 10.67	Total Unemployment Insurance Claims: 6

Employee Age Groups			Supervisor Age Groups			Females		Males	
<25	1	45-54 6	<25	0	45-54 1	# of Females:	19	# of Males:	14
25-34	14	55-64 6	25-34	1	55-64 1	% of WF:	57.58%	% of WF:	42.42%
35-44	3	65+ 3	35-44	0	65+ 0	Average Age:	43.27	Average Age:	42.29
Employee Average Age:		42.85	Supervisor Average Age: 46.64			Average Length of Service:	6.08	Average Length of Service:	3.98

Minorities		Non-minorities		Breakout of Minorities		Did Not Respond	
# of Minorities:	4	# of Non-minorities:	28	# African-American:	2	# of "did not respond":	1
% of Workforce:	12.12%	% of Workforce:	84.85%	# Asian/Pacific Island:	2	% of Workforce:	3.03%
Average Age:	50.12	Average Age:	42.29	# Am. Indian/Alaskan:	0	Average Age:	29.63
Average Length of Service:	6.56	Average Length of Service:	5.13	# Hispanic or Latino:	0	Average Length of Service:	1.43

Persons With Disabilities		Persons With No Disabilities		Did Not Respond	
# of Persons With Disabilities:	1	# of Persons With No Disabilities:	28	# of "did not respond":	4
% of Workforce:	3.03%	% of Workforce:	84.85%	% of Workforce:	12.12%
Average Age:	56.84	Average Age:	41.59	Average Age:	48.19
Average Length of Service:	18.28	Average Length of Service:	3.56	Average Length of Service:	13.33

Officials/Administrators	Professionals	Technicians	Protective Service: Sworn
EEO Category 1: 17	EEO Category 2: 11	EEO Category 3: 0	EEO Category 4: 0
Protect. Serv.: Non-Sworn	Administrative Services	Skilled Craft	Service/Maintenance
EEO Category 5: 0	EEO Category 6: 1	EEO Category 7: 0	EEO Category 8: 2

Separation Rate: 9.09%	Hire Rate: 15.15%	Number Hires: 4	Transfer In: 1
Retirements: 0	All Terminations: 0	Voluntary Quits: 2	Transfer Out: 1

# of Classes Used: 18	Most Populous Classes: Administrative Assistant 1 (5), Governor's Admin Asst 3 (4), Admin Asst 2 (3)
Separations - By Class:	Administrative Assistant 1 (2)
# Eligible for Retirement:	5 in the next 5 years	% Eligible: 15.15%

Leave and Benefits   (unless otherwise noted, information provided is at the end of FY '12)

Vacation Payouts:	Sick Leave Payouts:	Annual Payroll:	Avg. Base Salary:	Overtime Days Worked:
$6,502.86	$0	$2,195,505.64	$68,185.49	0
Overtime Cost:	Reassignment Pay:	Recruitment Bonus Pay:	Retention Pay:	Exceptional Job Performance Pay:
$0	$0	$0	$0	$0

Vacation Pay - Earned Value: $111,052.20	Vacation Days Earned: 455.0	Vacation Used Expense: $76,098.43	Vacation Days Taken: 310.8
Sick Leave Days Earned: 533.4	Reg. Sick Leave Used Expense: $34,475.20	Reg. Sick Leave Days Used: 139.5	Converted Sick Leave To Vacation Days Used: 19.5
Sick Leave -Earned Value: $129,779.86		Avg. Sick Leave Days Per EE: 4.23	Converted Sick Leave To Vacation Used Expense: $6,075.80

Injury Leave Used Expense: $0	Injury Leave Days Used: 0	Classification Appeals: 0	Reclassifications		Grievances	
			Up (Filled):	0	Contract Grievances:	0
			Up (Vacant):	0	Disciplinary:	0
Funeral Leave Used Expense: $978.79	Funeral Days Used: 4.9	Extraordinary Pay: $5,200.00	Down (Filled):	0	Language:	0
			Down (Vacant):	0	Non-Contract Grievances:	0
			Lateral (Filled):	0	Disciplinary:	0
Jury Leave Used Expense: $171.64	Jury Leave Days Used: 1.0	Special Duty Pay: $0	Lateral (Vacant):	0	Language:	0
			Approx. Annual New Cost of Reclassified Positions:* $0		Arbitrations:	0

* based on difference between <u>average</u> of old and new pay grade FY '12. Vacancies and laterals were not calculated into the "cost."